

MEMORANDUM FOR: Colonel White

23 July 1953

SUBJECT : Comments on Organization and Methods Examiners in the
Logistics Office

1. Prior to the reorganization of the Logistics Office, procedures, regulations, job classifications, and other similar activities, were handled by the former Planning Staff assisted by members of the Divisions of the Procurement and Supply Office specifically qualified in the function to be studied. As the result of the reorganization, this function without personnel was turned over to the Administrative Staff, Logistics Office.

2. The intervening months have indicated a definite need for personnel to carry on this type of activity. The use of personnel of the Divisions of the Logistics Office and the O&M Staff has not resulted in the promptness of action nor the effectiveness which would accrue if O&M type personnel were physically located in the Logistics Office on a full-time basis. It is my opinion, therefore, that the Logistics Office should have O&M type personnel physically located in the office and to produce the best results, said personnel should be on the T/O of the Logistics Office. This type of activity, moreover, should be a continuing operation as after the initial work has been completed, these individuals would then be in a position to continually study the situation, indicate improvement, and develop methods to streamline the functions so that they will be carried out with the greatest efficiency and economy.

3. The individuals to fill these slots, which by the way were authorized in the Logistics Office T/O approved 27 March 1953, should have a broad organization and management experience and background including the ability to analyze the problem, the ability to write clearly and concisely, and above all, the ability to work with, and in harmony with, others. This background, moreover, should be coupled with a specialized knowledge of Logistics Office activities such as supply, transportation, procurement, etc.

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